

Hingham Housing Authority Board Meeting  
Tuesday, May 10, 2022

A Regular Meeting of the Hingham Housing Authority was duly called and held on Tuesday, May 10, 2022, at 5:00 p.m. at 30 Thaxter Street, Hingham, MA and upon a call of the roll, the following Commissioners were found Present and Absent:

<u>Present</u>	<u>Absent</u>
Gregory O'Meara	None
Irma Lauter	
Ruth Bennett	
Megan Buhr	
Janine Suchecki	

**Pledge of Allegiance**

The Pledge of Allegiance was led by Chairwoman, Janine Suchecki.

**Motion to approve the Minutes from the April 12, 2022, Regular Board Meeting**

Commissioner Lauter made a motion, seconded by Commissioner Bennett, to approve the Minutes from the April 12, 2022, Regular Board Meeting. The motion passed unanimously.

**Motion to approve the Accounts Payable and the Payments**

Commissioner O'Meara made a motion, seconded by Commissioner Buhr, to approve the accounts payables and the payments. The motion passed unanimously.

Commissioner Lauter made a motion, seconded by Commissioner O'Meara, to approve Change Order No. 2 to the contract with New Kappa City Construction, Inc. for the Window Replacement at 667-1 & 705-1 There are four (4) Proposed Change Orders (PCOs) that will be included in this Change Order. PCO #3 calls for the substitution of an operable bathroom window in Unit 11-1 in lieu of the specified fixed glass. The cost for PCO #3 is \$473.80. PCO #4 is for the replacement of rotted wood at a front window in Building 5-6. The cost for PCO #4 is \$1,206.73. PCO #6 is for the replacement of rotted wood at a rear window in Building 12-14. The cost for PCO #6 is \$846.93. PCO #7 is for the replacement of rotted wood at a front window in Building 5-6. The cost for PCO #7 is \$2,034.34. The total cost of Change Order #2 is an increase of \$4,561.80 with no change in the contract time. The motion passed unanimously.

**Tenant Association (Update on Progress of formation of a Tenant Association)**

Mr. Schilling reported that a meeting is set up for May 13th and if there is enough interest, he will go forward with the scheduling of elections and report back to the Board in June.

## **Finance**

Grace McAuliffe reported that the financials look good, and the Board did not have any questions for her this evening.

## **Old/New Business**

Discussion was held regarding the invitations to the cookout/ribbon cutting event scheduled for June 24<sup>th</sup>. After a discussion, the Commissioners were encouraged to reach out to Laura Taylor regarding the invitation list that was distributed to the Commissioners. Commissioner Buhr and Commissioner Lauter will review the list created by the Executive Director and make suggestions prior to the invitations being sent out.

Commissioner Lauter took a moment to thank staff for assisting with a tenant in the leased housing program in Quincy, who had reached out to her for help.

## **Executive Director's Report**

Laura Taylor reported the following to the Board:

- The tenant association meeting is scheduled for May 13<sup>th</sup>.
- The Capital Plan has been submitted to DHCD.
- Colleen is working with maintenance on filling vacancies.
- Creative placemaking grant invite list has been distributed.

The next meeting date will be June 14<sup>th</sup> at 5:00 p.m.

There being no further business, Commissioner O'Meara made a motion, seconded by Commissioner Buhr to adjourn. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Terry Champion, Recording Secretary